

PAFB 21st Space Wing Virus & Incident Checklist

VIRUS

- ◇ Physically disconnect your computer from the LAN,
- ◇ DO NOT turn off your computer!
- ◇ Write down any errors that you observed on your system.
- ◇ Mark the computer “DO NOT USE”
- ◇ Contact your UCM (Unit COMPUSEC Manager), Information System Security Officer (ISSO) or immediate supervisor.

UCM:

- ◇ Contact the 21NET HelpDesk, **6-4145 (opt. 2 ext. 3).**

INCIDENT

If Classified information is accidentally placed on your system or on 21NET, do the following IMMEDIATELY!

- Do not delete the message/file.
- Turn off your machine and mark “DO NOT USE”.
- Have someone with the appropriate clearance physically guard the machine.
- Notify, in person or via secure phone, your UCM or ISSO, and the 21NET Help Desk, **6-4145 (opt. 2 ext. 3).**
- Follow Help Desk instructions
- UCM must notify 21 NET when systems are clean

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21SWVA33-3, June 2002
OPR: 21 SW/IA (TSgt E. Avant)
Certified by: 21 CS/SCBI(2Lt D. Buhl)
Distribution: F

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